

U.S. GOVERNMENT PRINTING OFFICE

Denver, Colorado

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

Flying Safety, Road and Recreation, and Weapons Journal Magazines

as requisitioned from the U.S. Government Printing Office (GPO) by the

Defense Automated Printing Service
Department of the Air Force, Kirtland AFB, NM

Single Award

NOTICE TO BIDDERS: The term of this contract is for one year and up to four option years beginning October 1, 2000. Special attention should be directed to the following clauses in Section 1 of this contract: "**ECONOMIC PRICE ADJUSTMENT**", "**LIMITATION OF PERFORMANCE AND CONTRACTOR OBLIGATIONS**", and "**NOTIFICATION**".

The Government may extend the term of this contract by written notice to the contractor(s) not later than 60 days before the contract expires. If the Government exercises an option, the extended contract shall be considered to include this provision. The total duration of this contract, including the exercise of any options under this clause shall not exceed five years.

BID OPENING: Bids shall be publicly opened at 2 p.m., prevailing Denver, Colorado time, on September 6, 2000.

NOTE: These specifications have been extensively revised.

NOTICE: All product tolerances will be evaluated to the specified inch/pound requirements. The corresponding metric measurements indicated are for informational purposes only. At a future date metric measurements will be used exclusively in all specifications.

For information of a technical nature call (303) 236-5292 (no collect calls).

SECTION I. - GENERAL TERMS AND CONDITIONS

CONTRACT TERMS AND QUALITY ASSURANCE THROUGH ATTRIBUTES: Any contract which results from this Invitation for Bid will be subject to the applicable articles of GPO Contract Terms (GPO Pub. 310.2, effective December 1, 1987 (Rev. 5-99)) and Quality Assurance Through Attributes Program Pub. 310.1, effective May 1979 (Rev. April 1996)). In case of conflict between these specifications and Contract Terms and/or Quality Assurance Through Attributes Program, these specifications will govern.

QUALITY ASSURANCE LEVELS AND STANDARDS: The following levels & standards shall apply to these specifications:

Product Quality Levels:

- (a) Printing Attributes - Level II.
- (b) Finishing Attributes - Level II.

Inspection Levels (from ANSI/ASQC Z1.4):

- (a) Non-destructive Tests - General Inspection Level I.
- (b) Destructive Tests - Special Inspection Level S-2.

Specified Standards: The specified standards for the attributes requiring them shall be:

	<u>Attribute</u>	<u>Specified Standard</u>
P-7.	Type Quality and Uniformity	O.K. Press Sheets
P-8.	Halftone Match (Single/Double Impression)	O.K. Press Sheets
P-9.	Solid and Screen Tint Color Match	O.K. Press Sheets
P-10.	Process Color Match	O.K. Press Sheets

Special Instructions: In the event that the Government waives the inspection of press sheets, the following listed alternate standards (in order of precedence) shall become the Specified Standards:

- P-7. Government furnished negatives, approved Contract Proofs, average type dimension in publication.
- P-8. Government furnished negatives and approved Contract Proofs.
- P-9. Government furnished sample, color swatch, Pantone Matching System color, approved Contract Proofs, and progressive proofs.
- P-10. Approved Contract Proofs, progressive proofs, and Government furnished sample.

* Where electronic files are furnished, the Specified Standard in the absence of hard copy proofs and/or originals will be uniformity of image throughout the press run.

RECOVERED MATERIALS PROGRAM: The Government Printing Office is promoting the use of recovered materials in its contracts to the maximum extent practicable, provided all specification requirements are met. Bidders are encouraged to supply paper and paper products that contain recovered materials even in the absence of a specific solicitation provision or contract clause requiring such materials.

DEFINITION OF RECOVERED MATERIALS IN PAPER PRODUCTS: Recovered materials shall mean "recovered fiber" or "postconsumer fiber" as defined in "**Government Paper Specification Standards No. 11**", published by the Joint Committee on Printing. However, when used in conjunction with the cotton/linen content of paper, "recovered fiber" means a postconsumer fiber and "recovered material" means a preconsumer fiber.

By submission of a bid the bidder certifies that the paper to be supplied contains at least the minimum percentage of recovered materials in the paper products as specified. This certification concerns a matter within the jurisdiction of an agency of the United States, and the making of a false, fictitious or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section

1001. The Government reserves the right to require proof of such certification prior to the first delivery and thereafter as may be otherwise provided for under the provisions of the contract.

MAINTENANCE OF RECORDS ON RECOVERED MATERIALS IN PAPER PRODUCTS: When the use of recovered materials is specified, the contractor shall maintain manufacturer/mill accounting and record summaries on the fiber weight content used as feed stock, for the purposes of Government audit, that will verify (a) the contractor's certification of the minimum percentage of recovered materials used in the performance of the contract, (b) that the paper and paper products are in compliance with the specification requirements, and (c) the paper is manufactured in accordance with the Environmental Protection Agency (EPA) Paper Products Recovered Materials Advisory Notice (61 FR 26987, May 1996) whether the products are manufactured by the contractor or another paper mill. The contractor, if not the manufacturer, shall obtain this information from the paper manufacturer. The contractor shall maintain, and make available to the Government, these documents for one year after the expiration of the contract. Nothing in this clause shall excuse the contractor from furnishing the specified paper. The Government reserves the right to require proof of such certification prior to the first delivery and thereafter as may be otherwise provided for under the provisions of the contract.

ECONOMIC PRICE ADJUSTMENT: The prices set forth in this contract shall be adjusted in accordance with the provisions of this clause, provided that in no event will prices be revised to exceed the maximum permissible under any law existing as of the date of the contract or as may be hereafter promulgated.

Price adjustment period: For the purpose of this clause, the contract shall be divided into up to five periods. The first period shall extend from October 1, 2000 to September 30, 2001. Each additional period shall extend from October 1st of the subject year to September 30th of the following year. The first workday of the follow-on periods shall be the effective date of the price adjustment period. There shall be no price adjustment for orders placed during the initial contract year under this contract.

Price adjustment: The prices shall be adjusted on the basis of the "**Consumer Price Index For All Urban Consumers - Commodities Less Food**", published monthly in the CPI Detailed Report by the U.S. Department of Labor, Bureau of Labor Statistics, in the following manner:

(1) The contract price of orders placed during the adjusted period (excluding reimbursable postage or transportation costs) shall be adjusted by the percentage increase or decrease in the average, seasonally adjusted Consumer Price Index - All Urban Consumers, for Commodities less Food (seasonally adjusted) as follows: An index shall be calculated by averaging the 12 seasonally adjusted months ending three months prior to the expiration of the first period of the contract. This average is then compared with the average index for the 12-month period ending 3 months prior to the beginning of the contract, called the base index. The percentage increase or decrease by comparing these two indexes shall be applied to the contractor's invoices for orders placed during the price adjustment period.

(2) The Government will notify the contractor in writing of the percentage increase or decrease to be applied to any invoices to be submitted for orders subject to price adjustment in accordance with this clause. Such percentage will be determined from the published index as set forth above. The contractor shall apply the percentage increase or decrease against the total price of the invoice less reimbursable postage or transportation costs. Any applicable discounts will be calculated on the basis of the invoice price as adjusted.

LIMITATION OF PERFORMANCE AND CONTRACTOR OBLIGATIONS: Funds are available for performance of this contract for the first program period only. The amount of funds at the time of award is not considered sufficient for any program period other than the first program period. Upon availability to the Contracting Officer of additional funds sufficient for performance of the full requirements for each

succeeding program period, the Contracting Officer has the option to extend the contract for one year periods as defined heretofore, provided that such notice is given by the date specified in the "**NOTIFICATION**" clause, and is given in writing.

The Government's obligation to the contractor, as specified and limited under this contract, extends only to work under program period requirements for which funds have been made available, for which the Government has exercised its option for additional year(s) performance, and as obligated by each print order.

The contractor is not to incur costs for the performance required for any program period after the first unless and until notification is given in writing by the Contracting Officer of an increase in availability of funds and that the option year(s) is exercised in accordance with the first paragraph of this clause. If so notified, the contractor's obligation shall be increased only to the extent contract performance is required for the additional program year for which funds have been made available.

In the event of termination pursuant to the article entitled "**Termination for the Convenience of the Government**" in GPO Pub. 310.2, the terms "total contract price" as used in that article refers to the amount available for performance of this contract, as provided for in this clause, and the term "work in process" as used in that article refers to the work under the program period requirements for which funds have been made available. In the event of termination for default, the Government's rights under this contract shall apply to the entire multiperiod requirements.

NOTIFICATION: The contractor will be notified on or before August 1st of availability or nonavailability of funds and of the Contracting Officer's decision to exercise the option for a subsequent period.

ASSIGNMENT OF JACKETS, PURCHASE AND PRINT ORDERS: A GPO jacket number will be assigned and a purchase order issued to the contractor to cover work performed. The purchase order will be supplemented by an individual "**Print Order**" for each job placed with the contractor. The print order, when issued, will indicate the quantity to be produced and any other information pertinent to the particular order.

ORDERING: Items to be furnished under this contract shall be ordered by the issuance of print orders by the Government. Orders may be issued under this contract from October 1, 2000 through September 30, 2005. All print orders issued hereunder are subject to the terms and conditions of this contract. This contract shall control in the event of conflict with any print order. When mailed, a print order shall be "issued" for purposes of this contract at the time the Government deposits the order in the mail.

REQUIREMENTS: This is a requirements contract for the items and for the period specified herein. Shipment/delivery of items or performance of work shall be made only as authorized by orders issued in accordance with the clause entitled "**ORDERING**". The quantities of items specified herein are estimates only, and are not purchased hereby. Except as may be otherwise provided in this contract, if the Government's requirements for the items set forth herein do not result in orders in the amounts or quantities described as "estimated", it shall not constitute the basis for an equitable price adjustment under this contract.

Except as otherwise provided in this contract, the Government shall order from the contractor all the items set forth which are required to be purchased by the Government activities identified on page 1. The Government shall not be required to purchase from the contractor, any requirements in excess of the limit on total orders under this contract, if any.

Orders issued during the effective period of this contract and not completed within that time shall be completed by the contractor within the time specified in the order, and the rights and obligations of the contractor and the Government respecting those orders shall be governed by the terms of this contract to the same extent as if completed during the effective period of this contract.

If shipment/delivery of any quantity of an item covered by the contract is required by reason of urgency prior to the earliest date that shipment/delivery may be specified under this contract, and if the contractor will not accept an order providing for the accelerated shipment/delivery, the Government may procure this requirement from another source.

The Government may issue orders that provide for shipment/delivery to or performance at multiple destinations.

Subject to any limitations elsewhere in this contract, the contractor shall furnish to the Government all items set forth herein which are called for by print orders issued in accordance with the **"ORDERING"** clause of this contract.

PAYMENT BY ELECTRONIC FUNDS TRANSFER (EFT): Public Law 104-134 of April 26, 1996, requires that Federal agencies convert from making payment by check to paying by electronic funds transfer (EFT). Accordingly, the U.S. Government Printing Office (GPO) intends to issue payment by EFT under any contract or purchase order resulting from this solicitation.

To arrange for Electronic Funds Transfer payment, the contractor must complete a Standard Form 3881 (ACH Vendor/Miscellaneous Payment Enrollment Form) and submit it to: **U.S. Government Printing Office, Procurement Accounting Division, Stop FMC, Washington, DC 20401**. A copy of SF-3881 is available by calling 202-512-0800 (or toll free 1-800-245-5476), by fax request to 202-512-1410, or it may be downloaded from the GPO Internet site at "<http://www.gpo.gov/procurement/gpo3881.pdf>" as an Adobe Acrobat PDF file. A new SF-3881 should be submitted for changes in company or financial institution information. Contractors already registered for EFT with the GPO need not reapply.

The need for GPO Form 1034, **"Public Voucher for Purchases"** has been eliminated. You may use your own company's invoice or while supplies last, at your option, you may continue to use GPO Form 1034. To expedite your payment, remember to include the following items on your invoice: **Jacket/Term Contract Number, Print order number, Discount terms, Quantity shipped, and Total Cost**. Continue to submit evidence of shipment and/or delivery with your voucher/invoice.

PAYMENT: Submit all vouchers/invoices to: **Comptroller, U.S. Government Printing Office, North Capitol and H Streets, NW., Washington, D.C. 20401**.

OPTIONAL PAYMENT PROCEDURE: The Government Printing Office (at its option and by written notice) may utilize the following procedure. Vouchers/invoices for the work will be sent to the ordering agency for examination and certification as to correctness of the billing as applicable to the work performed. This certification by the ordering agency will suffice in lieu of submitting a completed sample with the contractor's voucher/invoice. After certification by the ordering agency, a copy of the approved voucher/invoice is to be submitted to the Denver RPPO immediately via fax (303) 236-5304 to: **ATTN: Kathy Ehler or Stan French, M/F Credit Card Entry/Program 3838-S**. Failure by the contractor to fax the certified voucher/invoice to the Denver RPPO may result in the contractor not being paid in a timely fashion.

SUBMISSION OF BIDS: The solicitation provision in GPO Contract Terms (Pub. 310.2) permitting facsimile bids means a bid that has been transmitted to and has been received by a commercial enterprise via facsimile and subsequently delivered to the Government. Facsimile bids transmitted direct to GPO offices will **not** be considered.

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SECTION 2. - SPECIFICATIONS

SCOPE: These specifications cover the production of three different magazines requiring such operations as electronic pre-press, film making, proofing, printing, binding, mailing operations, and distribution.

TITLE: *Flying Safety, Road and Recreation, and Weapons* .

FREQUENCY OF ORDERS: *Flying Safety* approximately 11 orders per year. *Road and Recreation* and *Weapons Journal* approximately 4 orders per year (quarterly).

QUANTITY: *Flying Safety* approximately 18,500 copies per order; *Road and Recreation* approximately 32,000 copies per order; and *Weapons Journal* approximately 3300 copies per order.

NUMBER OF PAGES: *Flying Safety* and *Road and Recreation* approximately 32 pages per issue and *Weapons Journal* approximately 16 pages per issue. It is anticipated that there will be one issue of *Flying Safety* that will have approximately 48 pages.

TRIM SIZE: 216 x 279 mm (8½ x 11").

GOVERNMENT TO FURNISH:

Electronic files will be provided for the contractor from which they are to create new camera copy/film negatives/direct plate imaging. Files will be provided as follows:

High density 89 mm (3½") floppy disks; Zip or Jaz cartridges; CD ROM, or similar will be provided. This electronic media furnished by the Government will be generated on a MAC System or DOS/Windows 95 or 97 platform in a variety of software formats including, but not limited to: Adobe Illustrator, InDesign, PhotoShop, QuarkXpress, Aldus Freehand, Corel Draw, Adobe PageMaker, and Office 97. Contractor must be capable of accepting data in these platform/formats for either direct input or conversion to his/her system as part of their basic charge to the Government. The contractor will be responsible for proofreading converted formats to ensure that all fonts have transferred platforms completely. This particularly includes symbol fonts like Zapf Dingbats and Carta. The ordering agency will provide paper copy to proof against NOTE: The contractor is to support upgrades of application software within one month of notification by ordering agency.

Fonts: Various PostScript Type 1 (printer and screen) fonts and True Type fonts will be provided with each order. NOTE: The fonts provided are the property of the ordering agency and are provided for use on the order only. Using the furnished fonts for any job other than this one violates copyright law. All fonts should be eliminated from contractor archive immediately after completion of the production run.

Data will be provided in native application format with all necessary scans and graphics properly linked and in final position. Some files may be compressed using PKZip or similar compression software. Black & White halftones may be scanned into files for position only (FPO) and contractor will be **required** to scan the original material and to replace the FPO image(s) for printing.

Computer printed, preaddressed, postage and fees paid, pressure sensitive labels mounted on a zigzag carrier, 378 mm (14-7/8") wide, gummed, marginally punched, continuous paper, perforated every 279 mm (11 inches). Each zigzag folded segment contains 9 addresses (3 across and 3 down, each address label is 92 x 117 mm (3-5/8 x 4-5/8")). Labels are ZIP code sorted to five digits. At contractor's option, mailing addresses will be provided on separate floppy disks. Files are in ASCII format, comma delimiter, and zip code sorted within each group.

Print Orders.

INSPECTION OF ELECTRONIC FILES: The contractor is to perform a basic check (preflight) of the furnished files. The check should look for missing or damaged files, missing or damaged fonts, damaged disks, missing bleeds, improper trim size, improper color definition, and so on. The contractor is responsible for creating or correcting (altering) any necessary trapping, setting proper screen angles and frequency, and defining proper file output selection for the imaging device being used. Any errors other than those just described, media damage, or data corruption that might interfere with proper file imaging discovered at that time must be reported to the agency **IMMEDIATELY** upon discovery.

The contractor must provide corrected native applications files (digital deliverables) if files are modified during production upon delivery of the printed product. The contractor shall make all revisions to the electronic files. Prior to making revisions the contractor shall copy the furnished files and make all changes to the copy. The digital deliverables must be an exact reproduction of the final printed piece in native application file format (includes all files), and must be returned on the same media as the supplied files. The Government will NOT accept as digital deliverables PostScript files, Adobe Acrobat Portable Document Format (PDF) files, or any proprietary file formats unless specifically requested elsewhere in these specification.

CONSULTATION: It's anticipated that prior to placing a print order or during the course of production of an order, the Department of the Air Force may consult with the contractor (over the telephone or face-to-face contact) regarding technical matters under the specifications involving electronic media. A majority of consultations will be limited to short telephone and/or person-to-person inquiries of a technical nature which will NOT require access to the contractor's electronic pre-press system (EPS). This level of consultation, which may occur frequently, shall be at no cost to the Government.

For more complex consultations (i.e. those that require government's data be downloaded into contractor's EPS for viewing and, if necessary, manipulation), a timework charge will be permitted. This level of consultation requires the issuance of a print order, as the consultation will be job specific. The time involved will be agreed upon by Department of the Air Force, Kirtland AFB, New Mexico, and the contractor upon completion of the consultation and added to the print order. Any disagreement on the amount of chargeable time shall be referred to the Contracting Officer for final resolution.

CONTRACTOR TO FURNISH: All materials and operations, other than those listed under "**GOVERNMENT TO FURNISH**", necessary to produce the product(s) in accordance with these specifications. Contractor's responsibilities include:

FILMS: The contractor must make all line and screened film negatives required including replacement of low resolution line or halftone illustrations with scanned-in high resolution images. NOTE: At the contractor's option, outputting of electronic files direct to plates may be employed.

4-Color Process Films: The films delivered to the Government must be the final films used for printing. They must be suitable for making press plates for subsequent reprinting without any retouching, excessive opaquing, or require any other hand or camera work; must contain at least 3 sets register marks positioned on opposite sides of the image or suitable pin registration. Films must have a minimum 6 mm (1/4") working margin on all 4 sides of the image.

Output resolution: The contractor must generate images equivalent to 2400 dpi for text and 150-line or higher screens for illustrations.

PROOFS: Contractor will be required to furnish two sets of composite Dylux or equivalent digital dylux, Van Dyke, or similar proofs in book form. Proofs shall consist of complete signatures with all illustrations in proper position (not pasted up), and all pages imposed in correct location, exposed face and back, folded and trimmed to the finished size of the product.

All four-color process pages require contractor to furnish one set of one-piece laminated or electrophotography color proofs. These proofs must have illustrations and text matter composited. Sublimation, inkjet, photographic, and overlay proofs are not acceptable. The proofs should have color control bars, tint patches and dot gain scale (such as Brunner, GATF, GRETAG, or RIT) repeated across sheet.

The contractor will be responsible for performing all necessary proofreading to insure that the proofs are in conformity with the copy submitted.

Proofs must be clean, free of ink smudges, with all images clearly legible. All proofs must be collated in sets, numbered sequentially, and have a 25 mm (1") clear margin on all sides. Proofs must be identified with the jacket number, program number, print order number, and proof date, at least 13 mm (½") from the type area. The contractor's firm name must not appear on any proofs.

If any contractor's errors are serious enough in the opinion of the GPO to require revised proofs, the revised proofs are to be provided at no expense to the Government. No extra time can be allowed for this reproofing; such operations must be accomplished within the original production schedule allotted in the specifications.

The contractor must not print prior to receipt of an **"OK to print"**.

Submit proofs together **with all of the furnished material** to the address as listed under **"DISTRIBUTION"**.

STOCK/PAPER: The specifications of all paper furnished must be in accordance with those listed herein or listed for the corresponding JCP Code numbers in the **"Government Paper Specification Standards No. 11"** dated February 1999. Paper used under this contract **MUST** conform to the Resource Conservation and Recovery Act of 1976 and all subsequent amendments. Additional information regarding this will be furnished upon request.

Color of paper furnished shall be of a uniform shade and a close match by visual inspection of the JCP and/or attached color sample(s). The contracting officer reserves the right to reject shipments of any order printed on paper the color of which, in his opinion, materially differs from that of the color sample(s).

All stock used in an order must be of a uniform shade.

White Heat-Set Web Offset Coated Book, grammage 90 g/m² (basis weight 25 x 38", 60 lbs. per 500 sheets) equal to JCP Code A165.

or at Contractor's Option

White Litho Coated Book, grammage 90 g/m² (basis weight 25 x 38", 60 lbs. per 500 sheets) equal to JCP Code A170.

PRINTING: Print head-to-head in black ink or black plus specified color or 4-color process. Pages containing additional color(s) and/or 4-color process will be scattered throughout the publications. The specific additional ink colors may change from issue to issue, but will remain the same throughout an individual issue. Match Pantone number or process color as indicated on the print order, government furnished sample, or color swatch.

Facing pages occasionally print to and must align across the bind.

MARGINS: Bleeds on one to four sides are anticipated. Cover pages may print with full reverses. Halftones and other copy may print across the spine. Bleed pages scattered throughout.

PRESS SHEET INSPECTION: Final makeready press sheets may be inspected and approved at the contractor's plant for the purpose of establishing specified standards for use during the actual press run. Upon approval of the sheets, the contractor is charged with maintaining those standards throughout the press run (within QATAP tolerances when applicable) and with discarding all makeready sheets that preceded approval. See GPO Publication 315.3 (Guidelines for Contractors Holding Press Sheet Inspections) issued September 1991. Note: A press sheet inspection is for the purpose of setting specific standards that are to be maintained throughout the entire run. It does not constitute a prior approval of the entire run.

A representative(s) of the Government may inspect press sheets at the contractor's plant when the job is going to press. These representatives will make their inspections on any official Government workday (Monday through Friday 8:00 a.m. to 5:00 p.m., contractor's local time), and suitable space shall be provided at the plant for this purpose.

Contractor must furnish a suitable viewing light for color transparencies during press sheet inspection. Examples of acceptable viewers are Macbeth Avlit Standard View Model T-214, Macbeth Proofite Model V-135 or Macbeth Examo-Lite Fixture Model TC-440. Also see GPO Publication 315.3 "Guidelines for Contractors Holding Press Sheet Inspections".

The contractor shall notify the Government Printing Office of the date and time the press sheets will be available. In order that proper arrangements can be made, notification must be given at least two (2) working days in advance of the time scheduled for inspection of the press sheets. Notify the **Denver Regional Printing Procurement Office**, telephone area code (303) 236-5292.

BINDING: Saddle-wire stitch with two wire stitches and trim three sides.

INK: If lithographic ink is used in the performance of this contract, the ink shall contain not less than the following percentages of vegetable oil: (a) news ink, 40 percent; (b) sheet-fed and forms ink, 20 percent; and (c) heat-set ink, 10 percent. High quality color process printing on high-speed heat-set presses is excepted when slow drying time significantly increases production costs.

PACKING: Pack in shipping containers. Each shipping container must not exceed 20 kg (45 pounds) when fully packed. Exception to GPO Contract Terms: bursting strength of shipping containers may be no less than 1 379 kPa (200 p.s.i.); however, contractor must carefully prepare shipping containers for shipment to arrive at destination(s) without containers opening during shipment (shipping containers have been a problem in the past due to the containers opening during shipment).

Mailed Shipments:

Insert single copies and multiple copies (up to 200 leaves) into kraft envelopes.

Quantities over 200 leaves, up to 5 kg (12 pounds), must be inserted into cushioned shipping bags or wrapped in shipping bundles (maximum gross weight 6 kg (14 pounds)).

Quantities over 5 kg (12 pounds), up to 11 kg (24 pounds), must be wrapped in shipping bundles or packed in small shipping containers (maximum gross weight 12 kg (27 pounds)).

Quantities over 11 kg (24 pounds), up to 16 kg (36 pounds), must be packed in shipping containers (maximum gross weight 18 kg (40 pounds)).

LABELING AND MARKING (Package and/or Container label): Affix a label to each unit of mail packaged in envelopes, cushioned shipping bags, shipping bundles and containers.

Reproduce shipping container label from furnished repro, fill-in appropriate blanks, and attach to one end of shipping containers.

INSPECTION SAMPLES: Occasionally, when so indicated on the print order or otherwise requested, the first two copies, as soon as completed, must be sent for inspection to the **U.S. Government Printing Office, Denver Regional Printing Procurement Office, Bldg. 53, Room D-1010, Denver Federal Center, Denver, Colorado 80225, Attn: Inspection Samples.**

These copies shall be considered as sample copies, and cannot be deducted from the total quantity ordered. The package or envelope containing these samples must be identified by the GPO jacket number, program number, print order number, title, and include a facsimile of the print order on which these samples were ordered. The contractor must comply with the shipping schedule regardless of this requirement for inspection samples. The contractor will be notified of the test results only if there are deficiencies.

QUALITY ASSURANCE SAMPLES: In lieu of the two inspection samples, and in addition to the Departmental Quality Samples, the contractor may be required to submit quality assurance samples for inspection and testing for compliance to the product specifications. The print order will indicate the number of samples required, if any, and the method of selection to be used. The contractor will be required to execute a statement furnished by GPO certifying that samples were selected as directed. These copies will be paid for at the running rate quoted in the contractor's bid and their cost will not be a consideration for award. A copy of the print order/specification must be included with the samples.

Business Reply Mail labels will be furnished for mailing the quality assurance samples. The samples are to be mailed at the same time as the first scheduled shipment. A U.S. Postal Service approved Certificate of Mailing, identified by Program, Jacket and Print Order numbers, must be furnished with billing for reimbursement of certificate fee.

DEPARTMENTAL QUALITY COPIES ("BLUE LABEL" SAMPLES): All orders must be divided into equal sublots in accordance with the chart shown below. A random sample must be selected from each subplot. Do not choose copies from the same general area in each subplot.

<u>Quantity Ordered</u>	<u>Number of Sublots</u>
500 - 3,200	50
3,201 - 10,000	80
10,001 - 35,000	125
35,001 and over	200

These randomly selected samples must be packed separately and must be identified by a special government-furnished "Blue Label", which is to be affixed to each affected container. These random sample copies must be recorded separately on all shipping documents and sent in accordance with the distribution list. The random inspection samples constitute a part of the total quantity ordered, and no additional charge will be allowed.

In addition, a copy of the PRINT ORDER/SPECIFICATION along with the signed selection certificate, which will be furnished, must be included with the samples.

RECEIPT FOR DELIVERY: Contractor must furnish their own receipts for delivery. These receipts must include the GPO jacket, program, and print order numbers; total quantity delivered; number of cartons; quantity per carton; date delivery made; and signature of the Government agent accepting delivery. The original copy of this receipt must accompany the contractor's voucher for payment.

DISTRIBUTION:

Flying Safety:

Deliver f.o.b. destination 250 copies (includes blue label copies) to:

Department of the Air Force
Attn: Editor, *Flying Safety Magazine*
Building 24499
9700 Avenue G SE
Kirtland AFB, NM 87117-5670

Ship f.o.b. destination 16 copies to:

Library of Congress
Anglo-American Acquisitions Division
Government Documents Section
101 Independence Avenue SE
Washington, DC 20540-4172
(Marked File Copies)..... 15 copies

U.S. Government Printing Office
Depository Receiving Section
Jackson Alley, Room A-150
Attn: Foreign Exchange
Washington, D.C. 20401
Marked IES Copies.Item 0423A...1 copy

Ship f.o.b. destination 650 copies marked "Subscription Stock, Requisition No. 0-00028, Jacket No. 573-401:

U.S. Government Printing Office
Documents Warehouse
8610 Cherry Lane
Laurel, MD 20707

Mail f.o.b. contractor's city the balance to approximately 1,700 addresses.

Road and Recreation:

Deliver f.o.b. destination 250 copies (includes blue label copies) to:

Department of Air Force
Attn: Editor; *Road & Rec Magazine*
Building 24499
9700 Avenue G SE
Kirtland AFB, NM 87117-5670

Deliver f.o.b. destination 2,100 copies to:

U.S. Department of Transportation
Warehouse, Attn: Initial Distribution
3341 Q 75th Ave.
Landover, MD 20785

Ship f.o.b. destination 16 copies to:

Library of Congress
Anglo-American Acquisitions Division
Government Documents Section
101 Independence Avenue SE
Washington, DC 20540-4172
(Marked File Copies)..... 15 copies

U.S. Government Printing Office
Depository Receiving Section
Jackson Alley, Room A-150
Attn: Foreign Exchange
Washington, D.C. 20401
Marked IES Copies..Item 0421-C-04...1 copy

Mail f.o.b. contractor's city the balance to approximately 29,000 addresses.

Weapons Journal:

Deliver f.o.b. destination 50 copies (no blue label copies required) to:

Department of Air Force
Attn: Editor; *Weapons Journal*
Building 24499
9700 Avenue G SE
Kirtland AFB, NM 87117-5670

Ship f.o.b. destination 415 copies to:

Library of Congress
Anglo-American Acquisitions Division
Government Documents Section
101 Independence Avenue SE
Washington, DC 20540-4172
(Marked File Copies)..... 15 copies

U.S. Government Printing Office
Depository Receiving Section
Jackson Alley, Room A-150
Washington, D.C. 20401
Marked Depository Copies.....400 copies
Mark For: Item 0424

Mail f.o.b. contractor's city the balance to approximately 2,800 addresses.

Inside delivery to the room number specified is required.

Complete addresses and quantities will be furnished with the print orders.

Return manuscript copy and artwork with proofs to the editor of the appropriate magazine at the Kirtland AFB, Albuquerque, NM address listed under "**DISTRIBUTION**" above.

Upon completion of each order, all furnished and produced materials must be returned to the editor of the appropriate magazine at the Kirtland, Albuquerque, NM address listed under "**DISTRIBUTION**" above.

Orders which result in mailing of less than 200 pieces or less than 23 kg (50 lbs.) will require the contractor to apply the appropriate postage to each mailing. Contractor will be reimbursed for postage by submitting a properly completed Postal Service Certificate of Mailing with the voucher/invoice for billing.

The contractor is cautioned that labels containing "**Postage and Fees Paid**" permit may be used only for the purpose of mailing material produced under this contract.

All mailing shall be made at the **Second Class** rate.

All copies mailed must conform to the appropriate regulations in the U.S. Postal Service manuals for "Domestic Mail" or "International Mail" as applicable.

Certificate of Conformance: When using Permit Imprint Mail the contractor must complete GPO Form 712, Certificate of Conformance (Rev. 1-85), supplied by the GPO and the appropriate mailing statement or statements, available at any post office, supplied by the USPS.

All expenses incidental to transporting materials to and from the contractor, and furnishing printed samples, must be borne by the contractor.

SCHEDULE: Adherence to this schedule must be maintained. Contractor must not start production of any job prior to receipt of the individual print order (GPO Form 2511). Furnished copy must be returned with proofs.

Furnished material and proofs must be picked up from and delivered to: Editor, *Flying Safety*, Editor, *Road & Rec.*, or Editor, *Weapons Journal*, at the Department of the Air Force address listed under "**DISTRIBUTION**" hereinbefore between the hours of 7:30 a.m. through 4:00 p.m. (mountain time).

No definite schedule can be predetermined. However, furnished material will be ready for pickup on or about the first day of the month for the publications. Performance dates for publications may coincide.

The number of workdays represent the number of workdays allowed to complete that particular part of the schedule after completion of the preceding part.

The following schedule begins the workday after notification of the availability of print order and furnished material.

Contractor must deliver composite Dylux or similar proofs, color-key proofs, and 1-piece laminated (Cromalin or equal) proofs of all 4-color process within 5 workdays.

Contractor must pickup edited proofs within 2 workdays.

Note: Contractor must notify the Department of the Air Force (505) 846-0950 or 0983 at least 48 hours in advance of press time.

Contractor must complete distribution within 7 workdays after OK to print.

Additional time for revised proofs will be allowed only if they are due to substantial author's alterations and requested by the Government. No additional time will be allowed for revised proofs due to printer's errors.

Upon completion of each order, the contractor shall return all copy and/or films or other reproducibles along with films made and any overs to the address under "**DISTRIBUTION**".

All expenses incidental to returning materials, submitting proofs, and furnishing sample copies must be borne by the contractor.

The proof hold period by the Government begins when proofs are received by the designated party and ends when the contractor is notified that the proofs are available for pick-up by the contractor or their designated service.

Proofs, along with the Government furnished material, a copy of the specifications, the contractor's usual proof cover memo form, and information identifying a point of contact and their phone number at the contractor's plant will be sent directly to the ordering agency by the contractor. The contractor is directed to use the furnished "**Proof**" label (or contractor's standard "**Proof**" label provided it contains a full identification of the order) and to include a filled-out return bill of lading or similar document to be used by the agency for the return of the proofs. The cost of transporting of the proofs and the furnished materials BOTH ways is to be borne by the contractor. The contractor has the option of using their own personnel to pick up and deliver the proofs. Any terms and conditions on the contractor's proof documents are subordinate to GPO Contract Terms.

Unscheduled material such as shipping documents, receipts or instructions, delivery lists, labels, etc., will be furnished with the order or shortly thereafter. In the event such information is not received in due time, the contractor will not be relieved of any responsibility in meeting the shipping schedule because of failure to request such information.

SECTION 3. - DETERMINATION OF AWARD

The Government will determine the lowest bid by applying the prices bid in the "**SCHEDULE OF PRICES**" to the following units of production which are the estimated requirements to produce one year's work under this contract. These units do not constitute, nor are they to be construed as, a guarantee of the volume of work which may be ordered under this contract.

The following item designations correspond to those listed in the "**SCHEDULE OF PRICES**".

		(1)	(2)	(3)	(4)	(5)	(6)
I.	(a)	364	4004	350	3850	368	7618
II.	(a)	714					
	(b)	120					
	(c)	200					
	(d)	1. 320					
		2. 15					
	(e)	5					
	(f)	544					
	(g)	360					
	(h)	4					
III.	(a)	100					
	(b)	55					

The term of this contract is for one year and up to four option years.

NOTE: Travel expenses and per diem to be incurred by the Government for press sheet inspection will be a factor in determining award. This will be based on sending **one** Government representative for a total of three press sheet inspections (one press sheet inspection for *Flying Safety*, one press sheet inspection for *Road & Rec.*, and one press sheet inspection for *Weapons Journal*. This representative will come from the Albuquerque, NM area, and spend **two** calendar days each on each of the three press sheet inspections.

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SECTION 4. - SCHEDULE OF PRICES

Bids submitted are f.o.b. destination and f.o.b. contractor's city.

Bids for each item listed in its respective format group, as defined in Section 2. - Specifications, must include the cost of all required materials and operations in accordance with these specifications.

Bidder must make an entry in each of the spaces provided. Bids submitted with any obliteration, revision, or alteration of the order and manner of submitting bids, may be declared nonresponsive. Bids submitted with "NB" (No Quote), "NA" (Not Applicable), or blank spaces for an item may be declared nonresponsive.

An entry of "NC" (No Charge) shall be entered if the bidder intends to furnish individual items at no charge to the Government.

Prices must be submitted for the entire term of the contract and bids qualified for a lesser period will not be considered.

The Contracting Officer reserves the right to reject any bid that contains prices for individual items of production (whether or not such items are included in the Determination of Award) that are inconsistent or unrealistic in regard to other prices in the same bid or to GPO prices for the same operation if such action would be in the best interest of the Government.

Fractional parts will be prorated.

All vouchers/invoices submitted to the GPO shall be based on the most economical method of production.

- I. **PRINTING AND DISTRIBUTION:** Prices bid shall be all-inclusive for all printing operations (including paper) necessary for the complete production and distribution of the product listed in accordance with these specifications. Films and Additional Operations must be charged under Items II and III. For pricing purposes, a page-size unit is considered 606.5 square cm (94 square inches).

	Black Ink or a Color Other Than Black		Each Additional Color of Ink		Four-Color Process	
	Makeready and Setup Charges	Per 1000 Copies	Makeready and Setup Charges	Per 1000 Copies	Makeready and Setup Charges	Per 1000 Copies
	(1)	(2)	(3)	(4)	(5)	(6)
(a) Per trim/page size unit.....	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

- II. **FILMS: Trim/Page-Size Film:** One basic charge will be allowed for each color on each printed page or side (face or back) of the product. No charges will be allowed for films furnished by the Government. Prices bid must include all necessary opaquing, materials, and services whether from furnished camera copy or generated from furnished electronic media. For pricing purposes, a page-size unit is considered 606.5 square cm (94 square inches).

Per Film

(a) Trim/Page-size unit produced from electronic files..... \$ _____

(initials)

Illustrations: An illustration charge will be allowed for an element that is not furnished in position on the Government furnished material and/or that requires a separate exposure. The price bid should include the cost of all materials, and operations required to produce the illustration in its final form as an integral part of the basic trim/page-size film.

Color corrected 4-color process films of illustrations: The price quoted is for a complete set of scanned 4-color process films, including their importation into file(s) to replace a low resolution image as part of the basic page.

A flat tone shall be charged as a line illustration.

(b) Line..... per illustration..... \$ _____

(c) Square-finish halftone..... per illustration..... \$ _____

(d) Color Corrected 4-Color process illustrations

1. First 161 sq. cm (25 sq. inch) image..... per set..... \$ _____

2. Each additional 161 sq. cm (25 sq. inch)..... per set..... \$ _____

(e) Strip-ins (including film)..... per strip-in..... \$ _____

NOTE: Charge under "Strip-ins" provides for making a film of folio line, signature line, imprint, or other minor correction and stripping into position. Only one charge will be allowed for each strip-in regardless of the number of sides stripped together.

(f) Dylux or digital equivalent.. each page-size unit..... \$ _____

(g) One-piece Laminated Proofs (Cromalin or similar)
per color per trim/page-size unit.... \$ _____

(h) Timework..... per hour..... \$ _____

NOTE: Operations which cannot be properly classified under any other item shall be charged as "**Timework**" and **will be specifically authorized** on the print order or subsequent Contract Modification.

III. ADDITIONAL OPERATIONS:

(a) Affixing furnished labels..... per 1000 labels..... \$ _____

(b) Affixing labels from furnished electronic
files..... per 1000 labels..... \$ _____

(initials)

LOCATION OF POST OFFICE: All mailing will be made from the _____

Post Office located at Street Address _____,

City _____, State _____, Zip Code _____.

BIDDER'S NAME AND SIGNATURE: Fill out and return one copy of all pages in "**SECTION 4 - SCHEDULE OF PRICES**", including initialing where indicated, and submit with an original, signed copy of GPO Form 910, "**Bid.**" Do not enter bid prices on GPO Form 910. NOTE: The schedule of prices will prevail in instances where prices are inadvertently entered on GPO Form 910.

Bidder _____ Contractor's Code _____

(City - State)

By _____
(Signature and title of person authorized to sign this bid)

(Person to be contacted)

(Telephone Number)

e-mail address

BIDDERS THAT ACCESS THE SPECIFICATIONS FOR THIS SOLICITATION VIA THE INTERNET FROM THE GPO WEBSITE MUST ACCESS THE GPO FORM 910 "BID" FROM THE PDF FILE AND SUBMIT IT ALONG WITH THE "SCHEDULE OF PRICES" AS REQUESTED BY THESE SPECIFICATIONS.